

NEWBERG CENTENNIAL REDEVELOPMENT COMMISSION
PROJECT COMMITTEE

MINUTES

Tuesday, April 24, 1984

7:00 AM

Almond Tree Restaurant

Members Present:

LeRoy Benham
Elvern Hall
Art Moffat
Richard Rementeria

Others Present:

Clay Moorhead, Executive Secretary
Stan Bunn
Rick Faus, NCRC Attorney

The meeting was called to order by Art Moffat. Mr. Moffat opened the meeting by indicating that the purpose of the meeting was to discuss the Commission concerns over changes in the project content which were done without NCRC's being informed of the changes. Mr. Moffat indicated that since this is the first project funded by NCRC, all the details of the project are of particular concern to the Commission.

Mr. Bunn indicated, with regard to the process of the changes that occurred, in initial discussions with Mr. Moorhead he had been asked to go over the project in its entirety with the City Building Official, Mr. Barnes. Mr. Bunn indicated that he reviewed the entire project with Mr. Barnes, which included changes to the windows in the back of the building. He further stated that in his plans he had reserved flexibility to either keep the old windows or put in new windows. The changes in windows plans were submitted to Mr. Barnes for approval. Mr. Barnes observed the entire process. Mr. Bunn indicated that he and Mr. Moorhead had not talked about a change order procedure. Mr. Bunn then stated that with regard to the pillars in the reception area, the architect indicated they were too deep and so they were moved out three inches. Mr. Moorhead walked through at the time that this change was occurring. The change in paneling from oak veneer to tile was done at the suggestion of the interior designer, who indicated that there was too much oak in the reception area.

Mr. Moorhead stated that after the change in the office windows, he met with Mr. Bunn and indicated to him that any further changes had to be reviewed by the Redevelopment staff and/or the Agency. Mr. Moorhead stated that the issue before the Committee was whether or not the Committee should approve the proposed changes relating to the appearance of the partition wall.

Mr. Rementeria indicated that the Commission should have established a change order procedure. Mr. Rementeria indicated that the Commission had no problem with the alteration of the windows. The Committee's particular concern was the changes in appearance to the project which

alter the appearance from a turn-of-the-century theme, which the Commission is promoting, to a more modern appearance. The proposed change to tile the partition wall rather than installing oak panelling as was approved on the initial plans would alter the turn-of-the-century appearance to a more modern appearance. There is a strong desire on the part of the Commission to promote a turn-of-the-century theme.

Mr. Bunn indicated that their original architectural intent was to make the exterior a turn-of-the-century theme, but that the interior had basically always been planned to have a modern look. He had not realized the extent to which the Commission was concerned about preserving a turn-of-the-century look in areas readily visible to the public.

Mr. Moffat indicated that the need to have this matter brought to the Committee was that there was a strong concern about the approval of changes that affected the quality of appearance of the project. Mr. Moffat indicated that the Project Committee toured Mr. Bunn's office and reviewed plans for the rehabilitation project prior to a final approval of the project. At that time, the Committee had the impression that with the oak paneling would be installed, and the general turn-of-the-century look would be preserved. He suggested that the staff develop a change order process and a change order form, which would be presented to the Agency at their next meeting (May 10, 1984).

Mr. Bunn indicated he had not realized the strong value the Commission had placed on the oak paneling, with regard to exterior appearance. The area involved was a panel 3 feet high and 6 feet wide, or 18 square feet. They, in their own minds, felt this was a slight change, from oak to tile, so that when they made the change in their plans, they did not believe the Commission would view this change as substantial.

Mr. Moffat indicated that, because no change order process existed, this issue should be put in its proper perspective. Had the process existed, this would have been considered a request for a slight modification, which the Committee would have had the freedom to approve or deny.

Mr. Moorhead stated that the change request was presented to Agency members the first business day after he received it, and then presented to the whole Commission three days later. Thus, any delay in the approval process was minimal. Mr. Moorhead suggested that the Commission policy on changes should be that any change which affects the quality or appearance of the project rather than purely internal structural changes, should be applied for through a change order process and approved by a Commission committee and not just staff.

Mr. Bunn indicated that, despite the advice of their interior designer that there was too much oak in the reception area and that oak would be more subject to damage by people hitting the lower counter area, he had no problems or objections with retaining the oak paneling. He also indicated that because of the Commission's concern over changes, there were four other areas of change he wanted the Committee to review:

1. That the pillar size was smaller than originally planned;

2. That an additional room would be carpeted to conform to the existing carpet at a cost of approximately \$250;
3. That there would be extra costs in installation of computer tables and other wiring. This was actually part of the approved plan, but it represented a slight alteration, and;
4. That a computer table originally planned for Mr. Bunn's office would be shifted to the secretarial area. He indicated that he desired to have Commission or Committee approval of these changes.

Mr. Moffat indicated that a change order system would be developed with proper forms.

Mr. Benham commented that the Commission strongly desired to promote the turn-of-the-century theme and that the intent is to promote this theme through the rehabilitation projects.

Mr. Bunn indicated that he was willing to continue with the original plan to put oak in the area proposed for tile.

Motion: Hall-Rementeria to require that the oak paneling remain as originally planned in the reception area and to accept the changes proposed earlier in the meeting by Mr. Bunn. Carried unanimously.

Mr. Bunn indicated that he could be an effective representative in the community providing information to persons who were interested in doing Commission projects. All agreed that an open house showing the completed project would be useful for the Committee and help promote the Commission's efforts.

The meeting was adjourned at 7:55 AM.